

DMHAS

WORKFORCE DEVELOPMENT

ADDICTION RECOVERY TRAINING

WINTER 2018 Catalog

www.ct.gov/dmhas/workforcedevelopment

DMHAS WORKFORCE DEVELOPMENT PERSONNEL

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CONTINUING EDUCATION UNITS (CEU) INFORMATION

These instructor-led trainings offer continuing education contact hours approved by the Connecticut Certification Board for Counselors. Participants **MUST ATTEND 100%** of the class to be eligible to receive this certificate. Please retain your certificate of completion for your records.

The trainings listed in this catalog are open to DMHAS Operated staff and DMHAS Funded staff.

REGISTRATION INFORMATION

Please only register for trainings that have been pre-approved by your supervisor. Do not enroll in multiple trainings with plans to cancel them later; this will help us to keep wait lists more manageable.

- To register for training, you must go through our Learning Management System (LMS) <https://ctlms-dmhas.ct.gov>. You will not be able to login unless you have a valid username and password.
- If you do not have a username, or to update your email or other profile information, fill out and return the [My Profile Information Form](#). You will receive an email with your login information.
- For help registering, searching the catalog, transcripts, and more, check out our interactive tutorial, [Introduction to the LMS](#).
- For information on available web-based trainings, please see our Web-based Training Offerings List on our website: www.ct.gov/dmhas/workforcedevelopment.
- Upon registering for a training, you will receive an email from Workforce.Development@ct.gov regarding your enrollment status (confirmed or waitlisted), room assignments, and session information. Please read your emails completely and mark your calendar!
- Check your SPAM filter to mark Workforce.Development@ct.gov as SAFE. Contact your IT (Information Technology) person if you have questions.
- If you are on a waitlist and a seat becomes available, you will receive an email, offering you the seat. You must ACCEPT the offered seat through the LMS within five calendar days.
- Directions and instructor biographies, as well as other training resources and links, are on our website: www.ct.gov/dmhas/workforcedevelopment.

AMERICANS WITH DISABILITIES ACT (A.D.A.)

If you need an accommodation based on the impact of a disability or medical condition, make the request **immediately upon registering for training** by contacting Workforce.Development@ct.gov.



FREQUENTLY ASKED REGISTRATION QUESTIONS

Q: What do I do if I forgot my password?

A: On the log in page of the LMS, click the “Forgot Password?” link. The system will prompt you to enter the email address that is associated with your LMS account. When you’ve entered the information, the system will send you an email with a temporary password.

Q: How do I get a certificate with Continuing Education Units (CEUs) for an instructor-led training?

A: Please allow for 3 business days after the completion of instructor-led trainings before printing certificates of completion. Then, go to your Me tab, then click on Completed Learning in the left-hand menu. Find the training you want, then click the down arrow next to the View Summary button. Click Print Certificate to open the certificate in your browser, or click Export Certificate to download a PDF copy of the certificate. For more detailed instructions, see [Introduction to the LMS](#).

TITLE	PROGRESS	ACTION
 A Brief Introduction to Working with People with Borderline Personality Disorders Instructor-Led Version:FY16	<div>SUCCESSFUL</div> <div>On:09-17-2015</div>	<div>VIEW SUMMARY</div> <div>Print Certificate</div> <div>Export Certificate</div> <div>Notes</div>
 Active Shooter Training: Being Prepared Web Based Training	<div>SUCCESSFUL</div> <div>On:05-18-2016 Score: 100</div>	<div>PRINT CE</div>

Q: How do I get a copy of my transcript?

A: Online transcripts are available for classes that have been held after 1/1/09. Once you've logged into your LMS account, go to the Me tab, then click Analytics in the left-hand menu. Click on the report entitled User Transcript. Your transcript will open in a new window. Click on the Download button at the top right of the window to export your transcript to PDF (recommended) or Excel. For more detailed instructions, see [Introduction to the LMS](#).

For class records prior to January 1, 2009, please email Workforce.Development@ct.gov.

Q: What if I have reviewed the information above and am still having problems?

A: Check out our tutorial, [Introduction to the LMS](#), then email Workforce.Development@ct.gov.

CANCELLATION INFORMATION

Rarely, a course may be cancelled. We strongly encourage you to [check your email](#) for cancellation notices.

If you are unable to attend a class for which you have been enrolled, **please drop your registration within ten (10) days of the training**, if possible. This will allow us to contact other participants to offer them a seat.

To drop/cancel a class, log onto the Learning Management System (LMS) <https://ctlms-dmhas.ct.gov>, and go to the Me tab. Find the training you want to drop, then click the down arrow next to the View Summary button and click Drop. A window will pop up, asking you to confirm the cancellation. Click the Yes button. For more detailed instructions, see [Introduction to the LMS](#).

Failure to cancel your enrollment for classes you are unable to attend may affect your ability to register for future classes.

INCLEMENT WEATHER PROCEDURES

- ❖ Participants may call (860) 262-5071 after 7:00 a.m. to listen to a recorded announcement stating if classes are cancelled. **As many of our classes are conducted at offsite locations, which include non-state run offices, it is important to check that classes are being conducted.**
- ❖ In the event of a cancellation due to inclement weather, all registered participants will be notified of the rescheduled class date by email.

Fall Instructor-Led Training Schedule

To view the description, CEUs, instructor and location of the training, click the title of the offering prior to registering in the LMS.

Date(s)	Time	Title	Facility	CEUs
1/10/2018	9:00am-12:15pm	Ethics for Addiction Counselors	Connecticut Clearinghouse	CCB
1/12/2018	9:00am-3:30pm	Trauma-Informed Practice in Behavioral Health Care	Connecticut Clearinghouse	CCB
1/19/2018	9:00am-12:15pm	Attention Deficit Hyperactivity Disorder and Addiction	Connecticut Clearinghouse	CCB
1/23/2018	9:00am-3:30pm	The Biopsychosocial Perspective of Addiction	Connecticut Clearinghouse	CCB
1/24/2018 and 1/31/2018	9:00am-4:30pm	Utilizing Motivational Interviewing in Addiction	Connecticut Clearinghouse	CCB
1/26/2018	9:00am-3:30pm	Best Practices for Anger Management for Clients with Substance Use Disorders	Connecticut Clearinghouse	CCB
1/30/2018	9:00am-4:30pm	Medication-Assisted Treatment and Recovery for Substance Use Disorders	Connecticut Clearinghouse	CCB
2/2/2018	9:00am-3:30pm	Best Practices in the Treatment of Depression & Substance Use Disorders	Connecticut Clearinghouse	CCB
2/6/2018	9:00am-12:15pm	Ethics for Addiction Counselors: Boundaries	Connecticut Clearinghouse	CCB
2/8/2018	9:00am-3:30pm	Working with Clients who have Forensic and Legal Issues	Connecticut Valley Hospital, Beers Hall	CCB
2/16/2018	9:00am-3:30pm	Recovery and Relapse: Two Sides of the Coin	Connecticut Clearinghouse	CCB

Date(s)	Time	Title	Facility	CEUs
2/23/2018	9:00am-3:30pm	Assessing Risk and Suicidality: Interviewing Skills for Clinicians and Helpers	Connecticut Clearinghouse	CCB
2/28/2018	9:00am-3:30pm	Trauma Integrated Addiction Treatment <i>New!</i>	Connecticut Clearinghouse	CCB
3/6/2018	9:00am-3:30pm	The Art of Assessment for Substance Use Disorders	Connecticut Clearinghouse	CCB
3/7/2018	9:00am-3:30pm	Solution-Focused Approaches for Substance Use Treatment	Connecticut Clearinghouse	CCB
3/21/2018	9:00am-3:30pm	Coming into the Light: Breaking the Stigma of Substance Use Disorders <i>New!</i>	Connecticut Clearinghouse	CCB
3/23/2018	9:00am-3:30pm	Supervising the Ethical Clinician	Connecticut Clearinghouse	CCB
3/29/2018	9:00am-3:30pm	Personality Disorders: Challenges, Strategies, and Boundaries	Connecticut Valley Hospital, Beers Hall	CCB